

**COLLEGE OF LIBERAL ARTS
COUNCIL MEETING
Tuesday, October 07, 2008
1:00 p.m. in Solms 106**

Present: Mark Finlay, Beth Howells, Tom Cato, David Wheeler, Zaphon Wilson, June Hopkins, Yassi Saadatmand, Dick Nordquist, Joe Weaver, and Teresa Winterhalter.

AGENDA

1. Discussion regarding days of week teaching

Other colleges are addressing the issue of faculty course load and schedule. In an effort to reflect on our own concerns in this area, the dean's office submitted a compilation of faculty schedules for fall 2008 and spring 2009 for each Liberal Arts department as a topic for discussion. It should be noted that the goal is not to dictate or mandate faculty scheduling. Rather, each department should reflect on its own scheduling process and ensure that it best meets the needs of faculty members and students. If faculty are on campus more, it may offer students wider selection for of important course offerings, it may help balance advisement responsibilities, promote departmental camaraderie, and make scheduling meetings with faculty easier.

Most department heads opposed any hint of mandate regarding minimum days per week on campus. Dr. Saadatmand commented that just because a faculty member isn't teaching does not mean that he/she isn't working; Dr. Cato indicated that much teaching in his department occurs outside of class times that appear on the report; Dr. Hopkins indicated there were errors on the report; Dr. Wheeler argued that department heads should not lose the power to shape schedules in their departments.

2. Department of Interdisciplinary Studies

AASU now has three majors, eight minors, and one graduate program that could fall under this department. Teresa Winterhalter proposed pushing forward with a Department of Interdisciplinary Studies. Such a department could aid in the scheduling courses that various interdisciplinary minors and majors, it could aid in student advisement, it could allow fairer and more standardized evaluation of faculty who serve one or more interdisciplinary programs, and it could offer flexible curricular programs well-suited to the university mission and student needs. Others suggested a "center" or "program" of Interdisciplinary Studies might be an alternative, especially in view of tight budgets. Dick Nordquist argued that such an initiative did not belong in the College of Liberal Arts, since MALPS and other interdisciplinary programs rely upon other colleges.

Nordquist announced that neither his Faculty Development nor Liberal Studies positions will be replaced. Liberal Studies is one of the best majors on campus with approximately 110 students who graduate each year. Joe Weaver said that Liberal Studies is one of his

fastest growing areas and is a quick way to get a degree. Everyone at the meeting felt that this area needs immediate attention with regard to who will be over it after December. Dr. Cato promised to raise the issue at his next meeting with Dr. Whitford.

3. Promotion and Tenure Issues

The deadline for Promotion and Tenure portfolios is tomorrow. Finlay has had a couple of meetings with the P&T Committee. Their first task is to replace the phrase Arts & Sciences with Liberal Arts in the college's promotion and tenure guidelines. They are making an effort to ensure that college and departmental policies are in line. Dr. Whitford will hold a meeting on Promotion and Tenure for all department heads on October 28, which may lead to more standardized processes across the university.

There was discussion about third year retention process. David Wheeler is concerned that it seems no different from the annual review process, so faculty do not take the third year review seriously enough. Teresa Winterhalter said that the guidelines are established by each university.

4. Budget News

Finlay asked heads if they received the letter from the lieutenant governor, who proposes a greater degree of downsizing, consolidation of administrative functions, and the elimination of virtually everything. Nevertheless, Dr. Whitford indicated that she may consider "mission critical" job searches in the near future. Dr. Finlay requested that such requests, including evidence of which budget lines would be used, turned in by Friday. Dick Nordquist feels that the Regents Test should be eliminated in order to save money.

5. Travel Updates/People Soft

The transition to People Soft is underway. All faculty who fill out Travel Requests/Travel Expense Statements must learn how to do it online. There are supposed to be more training sessions offered in the near future.

6. Enterprise Risk Management

Finlay reported on the recent Enterprise Risk Management workshops led by officials from the USG. AASU is the USG's pilot site for this effort. Although the team from Atlanta left without providing specific assignments, Finlay predicted that the initiative will trickle down to department heads. Thus, they should think in terms of most important priorities and objectives and imagine what risks could prevent them from reaching those objectives.

7. Liberty Center Updates

Joe Weaver said that Fall 2008 turned out well in terms of enrollment. Liberty Center has approximately 60 classes per semester; 50 of these are taught by part-timers. This

could have implications for SACS accreditation. He and June Hopkins have drafted a job description for a history position for Liberty Center, to replace Dr. Ebel. A Master of Education has been established in Wayne County (Jesup), and a M.Ed in Middle Grades will be added. They are running six upper division courses. Weaver said many students like attending classes at L.C. because the fees are much less than at the main campus, and he would rather see tuition raised than fees.

8. Brunswick

According to Dick Nordquist, students in Brunswick are unhappy and are unsure how they will be affected by the College of Coastal Georgia's transition to four-year status. They don't know what their relationship will be to our campus in the future. Brunswick will create has three 4-year programs (in business, nursing, and education), but students with other aspirations may be left hanging. Finlay promised to look into the matter.

8. Follow-up on Annual Department Reviews

David Wheeler reported that erroneous data was sent to him from Institutional Research, and he is now waiting on corrected data in order to make his report.

Respectfully submitted,

Diane Sellers